

REGULAR MEETING

**THURSDAY, DECEMBER 10, 2020, 5:30 P.M.
VIA ZOOM TELECONFERENCE**

**CITY OF FAIRFIELD
BUDGET ADVISORY COMMITTEE**

MINUTES

CALL TO ORDER

Chair, George Kennedy called the meeting to order at 5:31 p.m.

ROLL CALL

Via teleconference, on roll call were Chair George Kennedy, Vice-Chair Edward Hawthorne, Member Frances McCullough, Member Jose McNeill, Member Karl Dumas, Member Mari Bowie, Member Michael Brito, Member Muriel Clemente, Member Sabine Goerke-Shrode, Member Tehraleigh Martin. Member Andrew Obando was absent. Also attending the meeting were Director of Finance, Emily Combs, Budget Manager, Bryan Chua, and Deputy City Clerk Amber Alexander.

MEMBER REPORTS

Chair George Kennedy reported that he is looking forward to working with everyone and for the work that is to be done.

Member Frances McCullough had no report.

Member Jose McNeill reported that he is also looking forward to working on the budget.

Member Karl Dumas had no report.

Member Mari Bowie had no report.

Member Michael Brito had no report.

Member Muriel Clemente reported that she has done some community outreach and will return with her results at a later date.

Member Sabine Goerke-Shrode had no report.

Member Tehraleigh Martin had no report.

Deputy City Clerk Amber Alexander had no report.

Director of Finance, Emily Combs reported that Bryan has prepared a presentation on discretionary funds for the committee.

Budget Manager, Bryan Chua reported that he is will be giving a report today on discretionary funds.

PUBLIC COMMENTS

There were no public comments received.

CONSENT CALENDAR

1. Approval of Meeting Minutes from November 19, 2020.

Member Jose McNeill made a motion to approve the minutes as presented, Member Muriel Clemente seconded the motion. The motion passed unanimously by roll call vote.

CONTINUED BUSINESS

2. Discussion of Committee Goals

Budget Manager, Bryan Chua gave a presentation on the revenue and spending of discretionary funds within the general fund budget.

Member Karl Dumas summarized the committee directives from Resolution 2020-151. He proposed a mission statement for the group. After group discussion a new mission statement was agreed to be, "Provide fiscal decision-making advice to the Fairfield City Council in relation to the budgets and establish methods for public participation and improved transparency into fiscal decision making for the upcoming budgets."

Member Frances McCullough made a motion to approve the mission statement, Member Michael Brito seconded the motion. By roll call vote the motion carried unanimously.

NEW BUSINESS

3. Subcommittee Assignments (attached)

Chair George Kennedy presented four subcommittees and summarized their purposes.

Members gave their preferred subcommittee placements.

4. Set Next Meeting Date

Member Muriel Clemente made a motion for meetings to be held on the second Thursday of each month at 5:30 p.m. Member Frances McCullough seconded the motion. By roll call vote the motion passed with members Jose McNeill and Michael Brito absent.

Chair, George Kennedy, adjourned the meeting at 6:51 p.m. to January 14, 2021 at 5:30 p.m. via teleconference.

Amber Alexander

Amber Alexander
Deputy City Clerk

George Kennedy

George Kennedy (Jan 21, 2021 10:40 PST)

George Kennedy
Chair

Subcommittee Descriptions and Assignments

1. **Fiscal Budget, Goals and Objectives Committee:** This Committee would look at what the Council goals and objectives were and Work Plan that led to the adoption of the fiscal year 2020-2021 budget. The Committee would also look at how changing the goals and objectives and Work Plan could guide fiscal health of City and the upcoming fiscal year 2021-2022 budget. How should Community Policing be reflected in budget, etc. This Committee could also look at the City's General Fund reserves and what the appropriate percentage of funding should be for fiscal health. Also involved would be to look into the General Fund for Seniors, Parks and Recreation, Administration, Community Development and others that the sub- committee sees fit.
2. **Transparency & Accountability Committee:** Committee examines suggestions on how to improve transparency. How to get more public participation into budget formation. The "Participatory Budget" information Jose McNeill emailed about Vallejo would be an example of the work this Committee would explore. **Participatory Budget Project.** This would be to examine and make a recommendation on proposing to the Mayor and Council to see if there are some items that the PBP could be used. Example; CDBG funding. This is really something for future use in later budgets.
3. **Enterprise Fund Committee:** Investigate the Enterprise funds part of the budget to see where funding can possibly be moved with the Golf Courses paid off in next year's budget. Make recommendations for future expenditures. Develop a Cannabis plan on how the City can effectively use the revenues to support Homelessness, extent of help with Mental Health, recreation and other healthy options to make Fairfield a healthier City.
4. **Comparison Budget Committee.** Looking at other Cities in CA with a comparable population to Fairfield. Using Concord, Thousand Oaks, Murrieta, Carlsbad, Antioch, Santa Maria and Vacaville.

Assignments

1. Fiscal Budget, Goals and Objectives Committee

Frances McCullough
Muriel Clemente
Andrew Obando

2. Transparency & Accountability Committee

Karl Dumas Chairman
Mari Bowie
Michael Brito

3. Enterprise Fund Committee

Jose McNeil, Chair
Sabine Georke-Shrode
Tehraleigh Martin

4. Comparison Budget Committee

Ed Hawthorne, Chair
Michael Brito
Tehraleigh Martin






FINAL BAC Minutes 12.10.2020

Final Audit Report

2021-01-21

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